

Application to Remove an Endorsement

State of Iowa
Board of Educational Examiners Licensure
400 E. 14th Street
Grimes State Office Building
Des Moines, Iowa 50319-0147

TO BE COMPLETED BY TEACHER (Type or print)

Revised 1/08

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|----------------------|----------------------|---------------------------------------|--|
| Applicant's Folder # | Social Security # | Date of Birth Month Day Year | <input type="checkbox"/> Male <input type="checkbox"/> Female |
| Last Name | First Name | Middle Name | Maiden Name |
| Street and Number | City | State | Zip Code |
| Home Phone () | Work Phone () | Email Address | |

Do you currently hold a valid Standard or Master Educator License? Yes ☐ No ☐

(Application to remove an endorsement can only be requested when you renew your Standard or Master Educator License.)

Endorsement to be Removed: _____

What year did you last teach in the above endorsement? _____

Notary Signature

Seal

Statement of Fraud: This document will be considered fraudulent if it contains any false representation or omission of material fact, or if false records are submitted in support of the application.

I certify under penalty of perjury and pursuant to the laws of the state of Iowa that the preceding information is true and correct.

Signature of Applicant

Date _____ / _____ / _____
Month Day Year

Superintendent's Signature (or Designee)

Date _____ / _____ / _____
Month Day Year

The superintendent's signature shall serve as notification and acknowledgement of the teacher's intent to remove an endorsement from the teacher's license.

282—14.144(272) Removal of endorsement; reinstatement of removed endorsement.

14.144(1) A practitioner may remove an endorsement from the practitioner's license as follows:

a. To remove an endorsement, the practitioner shall meet the following conditions:

(1) A practitioner who holds a standard or master educator license is eligible to request removal of an endorsement from the license if the practitioner has not taught in the subject or assignment area of the endorsement in the five years prior to the request for removal of the endorsement;

(2) The practitioner must submit a notarized written application form furnished by the board of educational examiners to remove an endorsement at the time of licensure renewal (licensure renewal is limited to one calendar year prior to the expiration date of the current license); and

(3) The application must be signed by the superintendent or designee in the district in which the practitioner is under contract. The superintendent's signature shall serve as notification and acknowledgment of the practitioner's intent to remove an endorsement from the practitioner's license. The absence of the superintendent's or designee's signature does not impede the removal process.

b. The endorsement shall be removed from the license at the time of application.

c. If a practitioner is not employed and submits an application, the provisions of subparagraph 14.144(1) "a"(3) shall not be required.

d. If a practitioner submits an application that does not meet the criteria listed in subparagraphs 14.144(1) "a"(1) to (3), the application will be rendered void and the practitioner will forfeit the processing fee.

e. The executive director has the authority to approve or deny the request for removal. Any denial is subject to the appeal process set forth in rule 282—11.35(272).

14.144(2) Reinstatement of removed endorsement.

a. If the practitioner wants to add the removed endorsement at a future date, all coursework for the endorsement must be completed within the five years preceding the application to add the endorsement.

b. The practitioner must meet the current endorsement requirements when making application.